

Franklin Public Library Board of Trustees
October 23, 2006 Minutes

The regularly scheduled meeting of the Franklin Public Library Board of Trustees was held October 23, 2006 in the Sievert Room 9151 W. Loomis Road, Franklin, WI 53132. The meeting was called to order at 6:00 p.m. by President Dennis McKnight.

Present: Dennis McKnight, Don York, Jackie Ignatowski, Pat Dallmann, Ed Devinger, Shari Wass (arrived 6:28pm), Penny Woodcock, Alderman Tim Solomon and Library Director Barbara Roark. **Absent:** Karen Wesener (excused)

Public Participation and Visitors: No visitors.

Minutes: P. Woodcock made a motion to approve the minutes of September 25, 2006 with the inclusion of Penny Woodcock to those present. T. Solomon seconded. The motion carried.

Circulation Report and Internet Usage: B. Roark reported that the self renewal numbers are given once a year at the end of December. These will be added to the regular circulation numbers and will change our percentage for the year. As we reviewed the number of computer hours used, it was suggested that statistics be gathered in a way to determine what actual use is and the waiting time.

Finance Committee: P. Woodcock moved to approve vouchers in the amount of \$16,872.89 E. Devinger seconded. The motion carried. The Ebsco Periodical Renewal was the largest bill, we subscribe to 180 magazines and 13 newspapers.

Personnel Committee: J. Ignatowski no report.

Buildings and Grounds: D. York reported the parts for the panic alarms have been ordered.

Foundation Report: D. McKnight reported that the Foundation approved a 40" LCD TV and a 32" TV for announcements instead of a bulletin board. \$10,000.00 from the Friends was donated for this purchase. The Foundation will also pay for the new lights and moving the sprinklers over the DVD/ Audiobook area. A total of \$3,000.00 was donated to the Veterans Memorial from both the Friends and Foundation. Dedication is set for November 11, 2006.

President's Report: D. McKnight reported he talked with the South Milwaukee Librarian about items not picked up. (These are requested items on hold and not picked up). Some of the libraries have instituted this policy (South Milwaukee and Whitefish Bay) of charging a \$1.00 per item not picked up. This may be something for us to look at down the road. B. Roark will have our staff review the numbers to see if we have any problems with this. She also said that this has been perceived as a negative by patrons.

Director's Report: B. Roark presented her monthly activity report. The first booth at the College Fair is the Franklin Public Library. Everyone that attends the College Fair must pass the library booth. Laura Emanuelson is the new part-time Reference Librarian. She starts work November 6, 2006 approximately 14 hours a week (no benefits). Tomorrow is the Health Fair expecting between 800 and 900 people, always a good PR day with lots of new library cards. The City Newsletter went out later than expected which caused some problems with our programs. We did not get the turnout we might otherwise have gotten (examples Mr. Fixit Tom Feiza and Teen Read Week).

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MCFLS: An number of people attended the ICC meeting held at Franklin Public Library. Nothing was really decided at this meeting. Some communities have their own agenda and ideas how this should work. It all comes down to money. Some good discussion occurred but no solution. D. McKnight and B. Roark attended a MCFLS sponsored meeting September 18th at which MCFLS offered a tentative 2008-2011 draft contract and a tentative solution. **Internet Use:** B. Roark distributed our current internet use policy which does cover a situation that occurred at the Brookfield Public Library. Someone used the library computers to commit fraud with selling blue jeans.

New Business:

Pay Phone: Pay Phone will be pulled out because the man who was suggested for a “free phone” did not work out. He wanted some remuneration.

Cataloging: Since 1995 centralized cataloging has been in place. In 2005, 1632 were original titles and 900 of which were suburban libraries. A total of 28,000 items were catalogued. This allows for a standardized seamless online catalog that looks the same throughout the system. B. Roark gave T. Solomon the MCFLS documents both the current and proposed contract between MCFLS and MPL for his review.

Meeting Room Policy: Discussion followed concerning the policy as it relates to political campaigning. We may want to review the policy so it is not open ended. Also a cancellation charge was suggested but B. Roark said this is not needed at this time as we have so FEW cancellations. If anything we have more groups that want space versus what we have.

Correspondence: The Rose Show group decided against holding their Rose Show at the library in 2007 but they thanked us for our willingness to work with them. The Zumstein Chiropractic thanked the library for the successful Kids Day America program.

Future Agenda Items:

Computer replacement schedule

Meeting Room Policy-political campaigning

Schedule for replacing /updating Fadrow Room and other facility furniture and carpet

NEXT MEETING DATE: November 27, 2006 6:00 p.m.

Adjournment: D. York made a motion to adjourn. P. Woodcock seconded. The motion carried and the meeting adjourned at 7:17pm.